

ROTHERHAM TOWN DEAL BOARD

TERMS OF REFERENCE – February 2024

Overview

The Town Deal Board is the vehicle through which the vision and strategy for the town is defined. The board will have no decision-making power but will exercise strategic oversight over the Simplification Pathfinders Pilot (SPP) projects; this includes projects funded through Future High Streets Fund, Town Deal, and Levelling Up Fund. The future role of the Board is to:

- Oversee development of the Investment Plan (IP).
- Oversee delivery of the Simplification Pathfinders Pilot (SPP) projects.
- Ensure maximum co-ordination and impact between the various funding programmes.
- Coordinate resources and influence stakeholders.

Remit of the Board

- To steer and provide strategic oversight for the regeneration of Rotherham town centre, including delivery of the SPP projects.
- To receive and discuss regular reports on progress in the development of the SPP projects and related matters and, where appropriate, make recommendations on how to take the projects forward.
- To promote the SPP projects with Government, public, private and Voluntary/community sector partners and stakeholders.
- To identify and pursue funding opportunities to further support delivery of the SPP projects.
- To contribute knowledge, skills, expertise, ideas where appropriate to support the delivery of town centre regeneration activity, utilising its own networks, contacts and specialisms where required.
- To seek out examples of best practise/speakers/specialists to assist in the work of the Board
- To review and endorse any material change amendments to the SPP Portfolio

To contribute to the development and delivery of relevant engagement and marketing plans

Membership of the Board

This should include:

- Cabinet Member and officer representatives from the Council,
- The local Member of Parliament
- Representation from the South Yorkshire Mayoral Combined Authority (SYMCA)
- Local businesses and investors
- Private sector investors and developers, with an interest in the town centre
- Representatives from the voluntary and community sector.
- Representatives of Rotherham's young people
- Anchor institutions – including College, NHS and cultural/creative institutions

- Jobcentre Plus
- Arms-length and other non-departmental government agencies – on an as needed basis
- Representatives from the housing sector; developers and housing associations

The Chair of the Board will come from the private sector.

Expectations of a Board member

All members of the board must observe its code of conduct.

It is expected that members will attend board meetings and actively engage in discussions. If the member is not able to attend, a named deputy can attend in their place.

Any items flagged as commercially confidential must not be shared outside the Board

Other responsibilities include:

- Acting in the interests of the Rotherham population, leaving aside organisational, personal, or sectoral interests.
- Fully and effectively communicating outcomes and key decisions of the board to their own organisations and networks.
- Declaring any conflicts of interest to the Chair and leaving the meeting for the relevant item if appropriate.
- Acting in a respectful, inclusive, and open manner with all colleagues to encourage debate and challenge.
- Reading and digesting any documents and information provided prior to meetings to ensure the board is not a forum for receipt of information.
- Acting as ambassadors for the work of the board.
- Participating where appropriate in communications/marketing and stakeholder engagement activity to support the objectives of the board.

Governance

- Minutes of board meetings will be reported directly into the Rotherham Council Regeneration Board, who will consequently report to the capital Directorate Leadership Team, the chief executive, and the leader of the council.
- Cabinet member for jobs and the local economy will be part of the board.

Meetings

- Meetings will be held 6-weekly, with additional meetings as required.
- Meeting will encourage debate and constructive challenge in a respectful and inclusive manner
- Non-members can attend by invitation of the Chair
- Meetings will last a maximum of 2 hours
- All meetings will be held in Rotherham/virtually